**North Central Regional Transit District**
**Board Meeting**
**Friday, August 3, 2012**

**CALL TO ORDER:**

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Commissioner Barney Trujillo, Vice Chair, at 9:19 a.m. at the Jim West Transit Center, 1327 Riverside Drive, Española, New Mexico.

1. **Pledge of Allegiance**

2. **Moment of Silence**

3. **Roll Call**

Roll call indicated the presence of a quorum as follows:

| **Members Present:** | **Elected Members** | **Alternate Designees** |
|---|---|---|
| Los Alamos County | *Councilor Geoff Rodgers* | *Philo Shelton* |
| Rio Arriba County | *Commissioner Barney Trujillo* | |
| Taos County | | |
| Santa Fé County | *Commissioner Kathy Holian* | |
| Pojoaque Pueblo | *Mr. Tim Vigil* | |
| Ohkay Owingeh | | |
| San Ildefonso Pueblo | | |
| Santa Clara Pueblo | | *Ms. Mary Lou Valério* |
| Tesuque Pueblo | *Gov. Charles Dorame* | |

| | | |
|---|---|---|
| City of Santa Fé | | *Mr. Jon Bulthuis* |
| City of Española | *Mayor Pro Tem Dennis Tim Salazar* | |

**Staff Members Present**
Mr. Anthony J. Mortillaro, Executive Director
Ms. Barbara Mascareñas, Executive Assistant
Mr. Mike Kelly, Transit Operations Manager
Ms. Linda Trujillo, Service Development and Projects Manager
Mr. Pat López, Financial Analyst
Mr. Jim Nagle, Public Information Officer

**Others Present**
Mr. Peter Dwyer, Legal Counsel
Mr. David Harris, New Mexico Department of Transportation
Mr. Carl Boaz, Stenographer

## 4. INTRODUCTIONS

Councilor Rodgers introduced PhiloShelton as the alternate representative from Los Alamos County.

Mr. Mortillaro introduced Barbara Mascareñas as the new Executive Assistant.

## 5. APPROVAL OF AGENDA

**Commissioner Holian moved to approve the agenda as presented. Gov. Dorame seconded the motion and it passed by unanimous voice vote.**

## 6. APPROVAL OF MINUTES

- **Minutes of Regular Meeting on June 1, 2012**

**Commissioner Holian moved to approve the minutes of June 1, 2012 as presented. Mr. Bulthuis seconded the motion and it passed by unanimous voice vote.**

- **Minutes of Regular Meeting on July 6, 2012**

**Commissioner Holian moved to approve the minutes of July 6 2012 as presented. Councilor Rodgers seconded the motion and it passed by unanimous voice vote.**

## 7. PUBLIC COMMENTS

There were no comments from the public.

## PRESENTATIONS

There were no presentations.

## ACTION ITEMS FOR APPROVAL/DISCUSSION:

### A. Approval of Resolution NO. 2012-15. Relating to Collective Bargaining for the NCRTD Providing Rights, Responsibilities and Procedures in the Employment Relationship Between Employees and the Employer

Mr. Mortillaro explained this action item relates to the establishment of what is called a labor/management board. The Public Employees Act allows entities to establish their own labor relations board in order to have a board that is more sensitive to local issues rather than statewide. This resolution mimics the rules and regulations the Public Employees Labor Relations Board (PELRB) has. The NCRTD board would be composed of 3 individuals - one representing labor, one representing management and one appointed by those two representatives. An individual would serve a one-year term and during membership are not allowed to hold any political office or be an employee.

The resolution provides for their duties and when they would meet. If approved, it still has to be submitted to PELRB for ratification.

Mr. Dwyer said as counsel for Northern New Mexico Community College he spoke at a labor relations board conference. Out of a lawsuit this method of appointing the board was developed. They can ask for reappointments if there is a problem. The District doesn't have to have a local board but most people he worked with saw benefit in having a local board. The PELRB meets in Albuquerque so he would have to drive down there if the District needed to meet with them.

Councilor Rodgers asked if it included binding arbitration.

Mr. Dwyer said not really. They would handle complaints and Mr. Mortillaro is working on negotiation with the union and probably will get a collective bargaining agreement. If a competing union was coming in that attempt would go to this board. There was no collective bargaining agreement yet. The union seems good to work with so far so he didn't anticipate problems.

Mr. Mortillaro added that the context talked about impasse procedures so if we reach impasse we will ask for mediation and this provides for an arbitrator on unsolved issues. However, when the decision is related to financial issues it is not implemented unless this board approves funding for it.

Councilor Rodgers asked then if any third party who made decisions had to come back to this board.

Mr. Dwyer said the local board should be resolving financial issues and an appeal would go to the court but financials remain here.

**Commissioner Holian moved to approve the resolution as presented. Councilor Rodgers seconded the motion and it passed on a roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, City of Santa Fé, and City of Española voting in favor, none against and Tesuque Pueblo abstaining.**

**B. Review and Adoption by Resolution No. 2012-17, Amending the Records and Email Retention Policy**

Mr. Mortillaro invited Mr. Nagel, to present this resolution.

Mr. Nagel said this resolution would amend the policy adopted November 4, 2011. The FTA in overview requested specific language on accounting records. This amendment added that language on page 40 for a minimum 3 years. It also added language for above-ground storage tanks on page 44 for tanks on NCRTD property for 7 years.

There were also some deletions, the first on page 36; abbreviations and acronyms that were not referred to in the document and on page 55 and an addition pertaining to retention of emails as it pertains to tribal sovereignty rights.

**Commissioner Holian moved to approve the resolution as presented. Mayor Pro Tem Salazar seconded the motion and it passed on a roll call vote with Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé, and City of Española voting in favor and none against. Los Alamos County was not present for the vote.**

**C. Review and Adoption by Resolution No. 2012-16, Amending the Personnel Rules and Regulations**

Mr. Mortillaro explained that the policies of 2007 hadn't been amended for quite a while and there were changes in state and federal laws since then. Through experience with prior regulations and some lack of clarity it became apparent the proposed changes would enhance the policy.

The District used an employee advisory committee for input and three of them came from driver ranks as selected by drivers and the same for administrative staff. There was no management staff on the committee. They met with Mr. Mortillaro on June 4 and June 19 and he recommended the proposed changes as did the Finance subcommittee.

The Finance Subcommittee dealt with the excessive use of sick leave and narrowed sick leave incentives to two - transfer and buy back.

The Finance Committee authorized Mr. Mortillaro to submit them to the employees and they chose the sick leave transfer program and that was included in the proposed changes.

He referred board members to the red line version to see all the changes that were made in the proposed policies.

Chair Trujillo asked if the change meant Mr. Mortillaro could hire at-will employees without board approval beforehand.

Mr. Dwyer said the section just established what was a management right. Later on there were details how it would happen.

Mr. Mortillaro clarified that the Board could amend these but because of the collective bargaining process, some policies out of this manual as applied to collective bargaining would still be negotiated. To the extent feasible the District would ask the union to keep within these policies as much as possible but they might have to tweak them.

On page 67 had customer standards for employee appearance to present a positive image of employees to those we serve. In item G provided for notifications on changes in status, location, etc. within 15 days and that allows the District 15 days to notify our carrier.

Page 69 dealt with running or holding public office and reflected recent court cases. The Hatch Act applies. Mr. Dwyer included the web site because of the complexities. An analysis was needed anytime an employee wanted to run for office.

Page 70 defined anniversary date and how promotions affected anniversary.

Page 71 dealt with promotional increases to clarify how they would occur and that they had to be in line with the compensation plan. Promotion opportunity was advertised in-house first.

Page 72 dealt with issues on temporary promotions that with or without a STEP plan, an employee promoted into higher position would make at least the minimum and if above that, a 5% bump up would happen.

Page 84 clarified overtime compensation. The District follows the Fair Labor Standard Act. The qualifications were under B. It also clarified when travel was considered as work.

Page 86 defined holiday pay and clarified that people on a 10 hour shift only get 8 hours of holiday pay on a holiday.

Page 88 specified the holidays observed. The employee advisory committee requested exchanging Martin Luther King Day for Presidents' Day in February. Some time ago the District observed Presidents' Day and exchanged that for the day after Thanksgiving. Item D clarified eligibility for holiday pay that the employee had to be on the job before or after the holiday.

Page 89 clarified annual leave and restructured the annual leave in a table. The table makes it clear that at the commencement of 4th year of service was when the accrual rate increased. Employees could accrue up to two times the annual accrual amount and the modification kept that for current employees and any after the approval of this policy, the maximum accrual would be limited to 240 hours. So it wouldn't take anything away from those on board now. Accrual rates have no change.

Page 91 defined the family medical leave act.

Page 92 dealt with sick leave. The maximum accrual had not changed. What did change was clarification on taking sick leave and when the District could request medicalverification and clarified what might be misuse of sick leave. At termination, no sick leave was paid. The policy incentivized employees to only use sick leave when necessary and that should produce fewer absences and more productivity with a sick leave transfer program. It required an employee to have accrued 80 hours of sick leave to participate. Once met, anything over and above that could be transferred to vacation leave up to 80 hours annually. Vacation had no "use it or lose it." So staff could do it once a year up to 80 hours of sick leave. It also required them to maintain those 80 hours because short term disability coverage didn't kick in for two weeks. The determination was made during the first pay period in December.

Mr. Bulthuis asked why the threshold of 80 hours was put in.

Mr. Mortillaro said it was in order to insure if the employee participates that they don't reduce below what they would need for the short-term disability waiting period. That program pays only 60% of salary up to six months.

Ms. Valério asked if the written medical statement. Requirement was after a certain number of days or on the first day.

Mr. Dwyer said the reasoning was when an employee repeatedly used a day to make long weekends so in those incidences management could ask for the documentation. It was at a supervisor's discretion if a pattern was seen.

Page 98 defined inclement weather leave policy.

Page 99 changed the RIF policy to not be on a seniority basis. The collective bargaining union wouldn't adopt this one. This was based on skill sets and the contribution to the agency. It required a board review and approval beforehand.

Page 109 dealt with violations of district polices and added more clarity on what could be resolved with suspension or other actions.

Page 110 said calendar days had included weekends and it was better to limit it to work days.

Page 115 clarified work hours, lunch periods and employee status.

Page 122 started the definitions section

In response to a question, Mr. Dwyer read the policy on sick leave that incorporated the Family Medical Leave Act.

Mr. Bulthuis referred to page 66 under drug and alcohol in the workplace in paragraph 3 regarding help for employees who self-refer and asked if it might imply to employees some immunity from testing or automatically be removed as a driver and whether including this clause would put the District on the hook if management knew about the problem.

Mr. Mortillaro said the EAP never had been established. The District has insurance that had such programs but questioned keeping a self-reporter driving.

Mr. Kelly said they were under the FTA regulations and USDOT regulations so any reasonable suspicion or self-admission would mean a referral to a program. Obviously they would not drive until completing that program successfully.

Mr. Mortillaro added that the District had a zero tolerance policy and self-reporting gives the employee time to fulfill a program without losing their job but were not behind the wheel until we were assured they were not using drugs or alcohol.

Mr. Dwyer assumed they would put those employees on some kind of leave until cleared.

Mr. Mortillaro agreed. The FTA drug testing standards and procedures were not here but would be followed by board adopted resolution.

Ms. Valério didn't see any language here in the event a driver got a DWI while off duty.

Mr. Mortillaro said that was in the procedures document.

Mr. Kelly said they would treat that as reasonable suspicion and their license might be in jeopardy. The District could not allow them to drive until they got that situation taken care of.

Mayor Pro Tem Salazar asked if drug and alcohol testing was done at employment or randomly.

Mr. Mortillaro said all of the above. It was pre-employment, random, reasonable suspicion and after an incident.

Mr. Vigil asked if it should include "per FTA."

Mr. Dwyer said it was separated it because the FTA makes changes periodically and that way the whole personnel document didn't need to be amended. So he didn't think it should be referenced here.

Mr. Mortillaro noted on page 66, item A 1.9 referred to USDOT substance abuse procedures and wondered if it was sufficient as mentioned up front or if it needed to be mentioned back here.

Mr. Dwyer noted it was capitalized on page 104 so it should become a defined term. He stated the definition and said it would be attached on page 116.

Mr. Mortillaro thought that could be included in the motion.

Commissioner Holian thanked staff and advisory committee for their revisions. Clearly it was a lot of hard work and improved the policies greatly.

**Commissioner Holian moved to approve the resolution with the amendment that defined the term USDOT Substance Abuse Procedures. Mr. Vigil seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and City of Española voting in favor and none voting against.**

**D. Review and Adoption by Resolution No. 2012-14, Adopting the FY 13 Compensation Plan**

Mr. Mortillaro said annual approval of the Compensation Plan was required. The current plan is presented when the Board deliberates on the budget. It was a 3% increase in the budget as approved in June and this compensation plan provides for that decision and includes it in the compensation plan. This plan only covers non-represented employees and the collective bargaining agreement regarding union employeeswould be brought back for the Board's approval later.

These are productivity increases and the District had not provided COLA but only increases based on performance. Employees are reviewed on their anniversary date and, if eligible, are approved at that point in time.

The plan didn't discern between meeting and exceeding performance goals so it didn't recognize those who went beyond the goal. That was probably the down side but at this point he was not bringing anything to change that.

The Finance Committee recommended 3% based on performance only for non-represented employees and recommended getting away from the STEP pay plan. It was initially based on 3% pay steps and last year the Board changed them to 1.5% steps and it threw some people off the steps.

It was a lot cleaner with more flexibility to go to a minimum-maximum pay range. In the future, as an example if the Board should decide on 2.1%, for instance, it would be applied at that level.

The other thing they recommended was a third party to do a market pay analysis. No surveys have been done since 2007. It was not uncommon to do one every year or every other year. Five years was too far back. So it needed to be done this year and bring a report back to the Board

Mr. Vigil, Finance Subcommittee Chair agreed with Mr. Mortillaro's presentation. He thanked those who participated in that work.

Mr. Bulthuis asked what was in the works for the remainder (represented staff).

Mr. Mortillaro said that would be covered by the collective bargaining agreement. Discussion with the union would take place next week and the Board would have a closed session in September to cover those discussions and work through final parameters.

Ms. Valério asked if this would be straight across to all employees.

Mr. Mortillaro said no; it was based on performance and the only time employees were eligible was at their anniversary date.

**Councilor Rodgers moved to approve the resolution as presented. Mayor Pro Tem Salazar seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and City of Española voting in favor and none voting against.**

Mr. Mortillaro said the other recommendations would eliminate the step plan and authorize the market pay survey.

**Councilor Rodgers moved to eliminate the existing step plan and further to authorize the Executive Director to undertake a survey and positions and that a private sector component should be included in that survey. Mr. Vigil seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and City of Española voting in favor and none voting against.**

**E. Review and Adoption by Resolution No. 2012-18, A Revised Charter Service Policy**

Mr. Kelly said the existing charter service policy allowed the District to engage in charter services and that we knew when we moved into the Jim West Center that we would have vehicles not purchased with federal money parked here and that creates a conflict by storing and maintaining those vehicles purchased with federal funds and the District could not put that in jeopardy. So the District could only provide services for federal groups, 501c3 or elderly individuals to protect funding. Those activities were few and far between so probably less than $5,000 would be realized in costs per year.

Councilor Rodgers asked how often groups had used the RTD for charter service

Mr. Kelly said the Board adopted this policy at the August 2011 meeting and three charters had happened since then. They were outside of peak hours or on weekends and holidays. There was not much demand for that. Most requests were during peak hours so the District had to deny a lot of them.

Councilor Rodgers asked if the District still had vehicles purchased with GRT monies.

Mr. Kelly said they had six such vehicles.

**Commissioner Holian moved to approve Resolution 2012-18 as presented. Mr. Vigil seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo and City of Santa Fé voting in favor and none voting against. The City of Española was not present for the vote.**

**F. Review and Adoption by Resolution No. 2012-19, Adopting the FY 13 Regional Service Plans from the City of Santa Fé and Los Alamos County and acknowledging the Service Plan from Santa Fé County**

Mr. Mortillaro said annually the District has provided allocations of GRT for regional services. Two member entities provide regional routes - Santa Fé Trails and Los Alamos County. In the past the District had to devise a methodology for that allocation and last year in FY 12 prior to adoption, the Board reviewed a number of methodologies for allocation and it was carried forward into FY 13 which the Board also adopted. So now that the Board knows how much was allocated to each entity, finance policies require that any entity receiving GRT also submit their regional service route plans and they were included in the packet. The allocation to those entities was; $1,402,760 to Los Alamos County and $981,932 to Santa Fé City. Both entities adopted separate transit plans.

The Santa Fe County transit plan provided for an additional route between Santa Fé and Golden but it was not budgeted for in FY 2013. If there had been extra funds available, the Board would have looked not only at Santa Fé County's request but the recommended additional routes district wide per the District's adopted service plan.

This resolution adopts the service plans of both regional plans and acknowledges Santa Fe County's service plan. The next agenda item would be consideration of additional routes.

Commissioner Holian said she would recuse herself if there was a motion for approval.

**Councilor Rodgers moved to adopt the resolution 2012-19 as presented. Mr. Bulthuis seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and City of Española voting in favor and none voting against. Santa Fé County was recused and did not vote.**

**G. Presentation of Annual Route Assessment Summary and Board Direction on Route Additions or Adjustments**

Ms. Trujillo reported that she rode all the routes this year. Several items were minimal but she identified four major points.

1 –Extending the Pojoaque route to Nambé Falls Travel Center would result in an increase of $2,379.00 in expenses for fuel cost only.

2 - Low ridership to Las Trampas was a concern. At Las Trampas it connects with the Peñasco route and the route cost $146,668.57 to operate. Ridership did not even average 200 per month. There were 3-4 riders daily.

3 - Chama now runs only on Tuesday and Thursday to Tierra Amarilla and the customers had asked for a Wednesday route which would cost an additional $53,353.86.

4 - Golden route costs $115, 920, and providefor 4 trips per day. She had no projected ridership.

Her analysis of routes was included in the packet.

Mr. Mortillaro said the District did seek added funds through JARC funding and were awarded $50,000. That requires a 50/50 match so we have to contribute $50,000 of GRT money. They wanted to supplant JARC on another route so there was $50,000 GRT available to match the JARC allocationand just shy of one of these options and couldn't cover all of the recommendations.

Page 175 showed the analysis of each one.

If the Las Trampas route was eliminated, staff should have a public meeting up there and bring back a report on it.

Councilor Rodgers asked Ms. Trujillo if she had a clear understanding of the Las Trampas use and whether a lower level of service could be provided.

Ms. Trujillo said that could be considered. It was multi-purpose. A couple of customers ride to work and a couple for medical reasons and a couple to get to Española for personal business.

Commissioner Holian asked if JARC funding could be used for the Chama route. Ms. Trujillo agreed - JARC was for poverty level and the residents do qualify for that.

Commissioner Holian asked Ms. Trujillo for her recommendation.

Ms. Trujillo supported the Chama increase but there were many others to consider.

Ms. Trujillo clarified that she started at the end of April to ride all routes except she didn't ride Edgewood but Mr. Kelly did. She commented briefly on her analysis. She looked at where the costs were headed. The cost for Las Trampas in 2010 was $171 per rider; in 2011 it was $69 and in 2012 it had gone back up to $80 per trip.

**Commissioner Holian moved to expand Pojoaque to Nambé Falls and give notice to Las Trampas of possible discontinuance and if discontinuation was recommended that the Golden Route and other proposed commuter routes be evaluated and add an additional day to the Chama route. Ms. Valério seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque**

**Pueblo, City of Santa Fé and City of Española voting in favor and none voting against.**

### H. Approval of Resolution No. 2012-20, Approving the 4th Quarter Financial Report for FY 12

Mr. López explained that, by law, the Local Government Division was responsible for oversight. They monitor District budgets and any transfers and make sure the District had no budget overruns and ensured stability or detected problems. They also oversee cash flow analyses. The District could not use cash reserves for recurring expenditures but could for a one-time expense. The Local Government Division also guides the District through the year and submitted the final budget to them by July 31st and quarterly reports to them on finances, budget status and a cash report. They were now requiring the quarterly reports be approved by resolution of the Board for the first time.

Mr. López reviewed the quarterly report with the Board. The budgeted amount for completing the building and furniture and fixtures was carried over. Some GRT came in low so the District kept vacancies longer. He made some comments on the cash report.

Councilor Rodgers asked where the reserve funds were shown.

Mr. López said it was part of that cash balance. About $3.5 million was for cash reserves and $1.5 million for operating reserves. So for big payments the District had the cash flow to do that.

Councilor Rodgers asked if they had the necessary funds in the reserve account.

Mr. López agreed. They had to have one month's reserve for DFA but internally kept 25% and now exceeded that too.

**Councilor Rodgers moved to approve Resolution 2012-20, 4th Quarter Financial Report for FY 12 as presented. Mr. Bulthuis seconded the motion and it passed by unanimous roll call vote with Los Alamos County, Rio Arriba County, Santa Fé County, Pojoaque Pueblo, Santa Clara Pueblo, Tesuque Pueblo, City of Santa Fé and City of Española voting in favor and none voting against.**

## DISCUSSION ITEMS:

### I. Financial Report for June 2012 and July 2012

Mr. López presented the Financial Report for June 2012 and July 2012, noting that the printed reports were in the packet. He commented briefly on the financial report. They would be a little short on the budget but anything not spent would carry over. Since FY 13 had just begun, there was not much expenditure yet.

He also reported that the FTA audit was completed and they just got the results. That report would be presented at the September Board meeting.

The Attorney General's Office audit went back four years and would soon be available.

The annual audit would begin on September 1.

There were no questions on his report.

**J. Finance Subcommittee Report**

There was no Finance Subcommittee Report.

Mr. Mortillaro announced the Finance Subcommittee would be meeting on August 31.

**K. Tribal Subcommittee Report**

Ms. Valério reported the Tribal Subcommittee met on July 17 and discussed the membership of Nambé Pueblo. Thus far we haven't received any response from them.

Funding proposals were submitted in May and Ms. Trujillo had not heard anything back.

**L. Executive Report for July 2012 and Comments from the Executive Director**

Mr. Mortillaro said his report was in the packet.

He asked Mitch Davenport to brief the Board on the final stages of the construction project. Staff was able to move in on Friday and was touch and go on the final inspections. They got the final Certificate of Occupancy and had some items to follow up on. Hopefully, the Board was proud of the outcome. There were places that didn't get carpet like his office. Most of it was minor stuff.

Mr. Davenport said the building was substantially complete. A punch list had been created and was being worked on. It was a small list but there were serious things on it. The HVAC wasn't working although it was working now. The defective part would be installed today. He was unhappy with the lack of cleanliness at walk through but it had been cleaned now. The exterior irrigation was not working and the exterior electrical wasn't completed yet. Some of the toilets' automatic flushing was not working.

They received the certificate of occupancy 9 days late and we would work on that.

Councilor Rodgers asked if it was on budget.

Mr. Davenport said it was not but he couldn't point to the general contractor that the change orders were all his fault. But it was a good quality building and if there were problems, the contractor would back up his work.

Mr. Mortillaro announced that August 17 at 11:30 was the ribbon cutting. The moving was a challenge

but they got through it.

Mr. Mortillaro sent an email to Board members about the bandwidth of the phones. The Readinet services this building except they were not ready. They told us they would be ready but didn't get their agreement with Kit Carson Coop finalized. As a result, he had to find another internet provider and Tewa set up a wireless system that had its own problems with bandwidth because Tewa was dependent on Readinet too.

Windstream was supposed to come in next week to help with DSL service. The RTD phone system and dispatch was still with Rio Arriba County and it would remain there until the internet problem was solved.

Readinet apologized and hopefully would get the operations agreement finalized so we could light up the fiber later in August.

Lastly he asked to set an Executive Committee meeting later in the month for his annual review to present to the Board in September. September 7 was the next meeting.

He gave a big thank you to Mr. Tim Vigil at Buffalo Thunder for hosting the RTD in the past and for giving the Board a home when it didn't have a home. He also thanked all the other members who had contributed building locations and fleet maintenance site and for hosting the RTD meetings over the years.

**MATTERS FROM THE CHAIR**

There was nothing further to present.

**MATTERS FROM THE BOARD**

Mr. Bulthuis asked if Mr. Mortillaro could let Board members know the status of the financial specialist position interviewing.

Mr. Mortillaro said Brian Mirabal was hired and would start on Monday.

The Financial Analyst position announcement was going out and Mr. López in the meantime had used a temp employee. And behind the scenes was Kelly Muniz who had been working 10-15 hours per week in the evenings to help out. It was great that she was able to help along with her full time job.

**MISCELLANEOUS**

Next Board Meeting - September 7, 2012

**ADJOURN**

Having completed the agenda, the Board meeting adjourned at 11:55 a.m.

Approved by:

Daniel R. Barrone, Chair

Attest:

Geoff Rodgers, Secretary

Submitted by:

Carl Boaz, Stenographer